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# Steel Center for Career & Technical Education

## “Reopening Your Pathway to Success”: Health and Safety Plan **APPROVAL FORM**

*Anticipated Joint Operating Committee (Board) Approval: 8-11-20*

The ***Steel Center for Career and Technical Education’s (SC-CTE)*** Health and Safety Plan outlines our school’s instructional and non- instructional school reopening activities for the 2020-2021 school year and was created in concert with guidance and information from: **PA Department of Health, PA Department of Education, Centers for Disease Control and Prevention, and Allegheny County Health Department.** All school activities are informed by [Governor Wolf’s Process to Open Pennsylvania](#).

The Governor’s plan has categorized reopening into three broad phases: red, yellow, or green. These designations signal how counties and/or regions may begin easing some restrictions on school, work, congregate settings, and social interactions. Depending upon the public health conditions in our county, there could be additional actions, orders, or guidance provided by the Pennsylvania Department of Education (PDE) and/or the Pennsylvania Department of Health (DOH) designating our county as being in the red, yellow, or green phase. There may be times that our county may not experience a straight path from a red designation, to a yellow, and then a green designation. Instead, cycling back and forth between less restrictive to more restrictive designations may occur as public health indicators improve or worsen in our local area. The *Steel Center for Career and Technical Education’s* Health and Safety Plan accounts for changing conditions to ensure fluid transition from more to less restrictive conditions in each of the phase requirements as needed.

SC-CTE’s Health and Safety Plan is subject to change in order to reflect and be consistent with the current status of public health conditions within Allegheny County and the Commonwealth. To assure that the Health and Safety Plan is current and up-to-date, SC-CTE will continually monitor all orders, rules, regulations, guidance and other relevant information issued by the Office of Governor, the Department of Health, the Department of Education, the Department of Community and Economic Development, the Allegheny County Health Department, our member school districts, local authorities and other agencies or departments having jurisdiction over SC-CTE. Based on the most current information available, SC-CTE’s Health and Safety Plan will be updated.

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<b>Addressing Community Spread</b> <i>LEVEL OF COMMUNITY SPREAD (AS DETERMINED BY STATE AND LOCAL HEALTH OFFICIALS)</i>		
<b>Red Phase</b> (Substantial Spread)	<b>Yellow Phase</b> (Minimal/Moderate Spread)	<b>Green Phase</b> (Low Spread)
<ul style="list-style-type: none"> <li>● Schools that are closed, remain closed. Implement distance/remote learning (see Supporting Teaching and Learning).</li> <li>● Coordinate with local and state DPH health officials</li> <li>● Participate in contact tracing efforts and specimen collection efforts as directed by local health officials (to the extent feasible)</li> <li>● Close off affected areas and if possible, wait 24 hours before cleaning and disinfecting.</li> <li>● Consider ways to accommodate needs of children, teachers/staff, and families at higher risk for severe illness (see Protecting Vulnerable Populations for considerations)</li> </ul>	<ul style="list-style-type: none"> <li>● Schools may provide in-person instruction only in accordance with Department of Education guidance</li> <li>● Schools may provide in-person instruction after developing a written Health and Safety Plan, to be approved by the local governing body (e.g. board of directors) and posted on the school entity's publicly available website.</li> <li>● Establish and maintain communication with ACHD and state DPH health officials.</li> <li>● Participate in contact tracing efforts and specimen collection efforts as directed by ACHD (to the extent feasible).</li> <li>● Implement enhanced social distancing measures.</li> <li>● Post signage in classrooms, hallways, and entrances to communicate how to stop the spread.</li> <li>● COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school specific protocols.</li> <li>● Establish a protocol for students/staff who feel ill/experience symptoms when they come to school.</li> <li>● Isolate and deep clean impacted classrooms and spaces</li> <li>● Consider ways to accommodate needs of children, teachers/staff, and families at higher risk for severe illness.</li> <li>● Schools have the authority and flexibility to close school buildings and utilize distance/remote learning as needed.</li> </ul>	<ul style="list-style-type: none"> <li>● Schools Subject to CDC and Commonwealth Guidance</li> <li>● Schools may provide in-person instruction after developing a written Health and Safety Plan, to be approved by the local governing body (e.g. board of directors) and posted on the school entity's publicly available website.</li> <li>● Establish and maintain communication with ACHD and state DPH health officials</li> <li>● Participate in contact tracing efforts and specimen collection efforts as directed by ACHD officials (to the extent feasible)</li> <li>● Post signage in classrooms, hallways, and entrances to communicate how to stop the spread.</li> <li>● COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school specific protocols</li> <li>● Establish a protocol for students/staff who feel ill/experience symptoms when they come to school.</li> <li>● Consider ways to accommodate needs of children, teachers/staff, and families at higher risk for severe illness.</li> </ul>

For additional guidance on addressing community spread, see the [CDC's Consideration for Schools](#)

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**Steel Center for Career and Technical Education Pathway to Reopen**

*Reopening the Pathway to Success- The 2020-2021 Health and Safety Plan for Steel Center ensures that ALL students who are enrolled at Steel Center share that same “PATHWAY to SUCCESS” that we provide. Students will choose from the two ‘LANES” that are available- Blue and Gray as seen below. This provides considerations for school leaders as they develop plans for restarting school this fall, and provides a flexible framework to address challenges that may develop throughout the 2020-2021 school year. Instead of a one-size- fits-all approach, our PATHWAY provides instructional models and responses that can adapt to ensure the continued success and safety of students and staff members.*

<b>Level of Community Spread</b> <i>(as determined by state and local health officials)</i>	<b>Red Phase</b> (Substantial Spread)	<b>Yellow Phase- or Equivalent</b> (Minimal/Moderate Spread)		<b>Green Phase</b> (Low Spread)
	⇓	<b>Lane One</b>	<b>Lane Two</b>	⇓
<b>Instructional Model</b> <i>(as determined by each SC member school district)</i>	<b>Distance/Remote Learning</b>	<b>Hybrid</b> <i>based on student’s selection with member district</i>	<b>Full Distance/Remote Learning</b> <i>based on student’s selection with member district</i>	<b>Follow Yellow Phase, but may move to Traditional</b>
	⇓	⇓	⇓	⇓
<b>Response</b>  <i>(as determined by each SC member school district in partnership with local departments of public health and community stakeholders)</i>	<b>Targeted Closure</b> <i>Isolate and disinfect affected areas</i>	<b>Limited Staggered Use of School</b>  <b>Building(s)</b> <i>Implement alternating schedules for students; distance/remote learning (*If confirmed case of COVID-19 in school building see Targeted Closure)</i>	<b>Minimal Use of School Building(s)</b>  <i>Implement distance/remote learning</i>	<b>School Building(s) Open</b>  <i>Implement preventative practices and additional proactive processes/protocols. See Section: Key Strategies Policies and Procedures</i>
	-or- <b>Short-term Closure</b> <i>Close for facility-wide deep cleaning</i> -or- <b>Extended Closure</b> <i>Close building(s) for at least 14 days</i>			

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**Type of Reopening**

Based on your county's current designation and local community needs, which type of reopening has your school entity selected?

- Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern).
- Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels remote learning).**
- Blended reopening that balances in-person learning and remote learning for all students (i.e., alternating days or weeks).
- Total remote learning for all students. (Plan should reflect future action steps to be implemented and conditions that would prompt the decision as to when schools will re-open for in-person learning).

Anticipated launch date for in-person learning: **August 27, 2020**

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**Pandemic Coordinator & Team**

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities
Kevin Rice	Administration	Pandemic Coordinator
Elaine Frombach	Administration	Plan Development
Robin White	Administration	Plan Development
Dave Hall	Administration	Plan Development & Response Team
Shannon Hinkle	Student Services	Plan Development & Response Team
Sam Brinkman	Support Staff and SCAFT	Plan Development & Response Team
Maria Inks	Support Staff	Plan Development & Response Team
Jennifer Kastronis	Professional Staff	Plan Development & Response Team
Paul Galon	Professional Staff	Plan Development & Response Team
Adam Mika	Professional Staff	Plan Development & Response Team
Bob Eagleson	Professional Staff and SCAFT	Plan Development
Tanya Busch	Professional Staff	Plan Development
Stacey Caudill	Professional Staff	Plan Development
Scott Kane	Professional Staff	Plan Development
Mike Castelli	Professional Staff	Plan Development

**Roles and Responsibilities for Health and Safety Preparedness and Response Planning**

- Prevent accidents, injuries, and work/school-related illnesses in the schools.
- Create and implement health and safety policies in accordance with the latest legislation and to ensure that these policies are implemented by staff.
- Create and implement health and safety procedures/protocols/practices in accordance with the latest guidance and recommendations for the Department

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of Health (DOH) and Centers for Disease Control (CDC) and to ensure that these procedures/protocols/practices are implemented by staff.

- Create a Health and Safety Plan and ensure it is regularly updated, and reflects any changes to the law and/or guidance from federal, state, and local health officials. It's their responsibility.
- Ensure that each member of staff is aware of and adheres to the Health and Safety Plan.
- Provide regular inspections and risk assessments, and ensure that any hazards or defects are rectified immediately.
- Maintain records and thoroughly investigate any accident, community spread illness, and recommend any improvements in health and safety standards if required.
- Provide training to all staff in health and safety issues, and advising them on protective clothing and equipment where necessary.
- Serve as the key point of contact for any member of staff who has a query or concern regarding the health and safety of the workplace.
- Work closely with management, as well as health and safety inspectors.

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**Key Strategies, Policies, and Procedures**

*The action plan documents the Steel Center for Career and Technical Education’s thorough plan for each of the requirements outlined in the Pennsylvania Department of Education’s Preliminary Guidance for Phased Reopening of Schools. The table below identifies a detailed summary describing the key strategies, policies, and procedures Steel Center for Career and Technical Education will employ to ensure the health and safety of every stakeholder in the local education community. The information below provides key information that staff, students, and families will be required to clearly understand the Steel Center for Career and Technical Education’s local plan for the phased reopening of schools.*

Requirements <i>Level of Community Spread (as determined by state and local health officials)</i>	Red Phase (Substantial Spread)  Schools (for in-person instruction) and Most Child Care Facilities Closed	Yellow Phase (Minimal/Moderate Spread)  Schools may provide in-person instruction only in accordance with Department of Education guidance	Green Phase (Low Spread)  Schools may provide in-person instruction only in accordance with Department of Education guidance	Lead Individual and Position	Pd.. Y/N
<b>Prevention Practices</b>	<p><b>Building is CLOSED except for essential staff.</b></p> <p><b>Prevention Practices</b> Use social media and other communications to inform parents, students, and staff about COVID-19 symptoms, preventative measures, good hygiene, and school specific protocols.</p> <p>Encourage COVID-19 testing</p> <p><b>Cleaning, Sanitizing, Disinfecting, and Ventilation</b> Cleaning, sanitizing, disinfecting</p>	<p><b>Prevention Practices</b> Use social media and other communications to inform parents, students, and staff about COVID-19 symptoms, preventative measures, good hygiene, and school specific protocols.</p> <p>Encourage COVID-19 testing.</p> <p><b>Cleaning, Sanitizing, Disinfecting, and Ventilation</b> Cleaning, sanitizing, disinfecting will be performed in accordance with current CDC, and DOH guidelines. EPA approved products will be used in accordance with labeling</p>	<p><b>Prevention Practices</b> Use social media and other communications to inform parents, students, and staff about COVID-19 symptoms, preventative measures, good hygiene, and school specific protocols.</p> <p>Encourage COVID-19 testing.</p> <p><b>Cleaning, Sanitizing, Disinfecting, and Ventilation</b> Cleaning, sanitizing, disinfecting will be performed in accordance with current CDC, and DOH guidelines. EPA approved products will be used in accordance with labeling requirements and staff will be</p>	Dave Hall: Supervisor of Buildings and Grounds	Y

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	<p>will be performed in accordance with current CDC, and DOH guidelines. EPA approved products will be used in accordance with labeling.</p> <p><b>Materials, Resources and/or Supports Needed</b></p> <p><b>CDC Hand Hygiene:</b>  <a href="https://www.cdc.gov/coronavirus/2019-ncov/hcp/hand-hygiene.html">https://www.cdc.gov/coronavirus/2019-ncov/hcp/hand-hygiene.html</a></p> <p><b>CDC Disinfecting Your Facility:</b>  <a href="https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html">https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html</a></p> <p><b>CDC Protect Yourself:</b>  <a href="https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html">https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html</a></p> <p><b>CDC Symptoms:</b>  <a href="https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html">https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html</a></p> <p><b>CDC COVID-19 and Children:</b>  <a href="https://www.cdc.gov/coronavirus/2019-ncov/faq.html#COVID-19-">https://www.cdc.gov/coronavirus/2019-ncov/faq.html#COVID-19-</a></p>	<p>requirements and staff will be trained on how to appropriately use these products.</p> <p>All occupied spaces cleaned daily, all staff will participate in cleaning.</p> <p>High touch areas disinfected daily. I.e. desktops, switches, handrails, door handles, etc.</p> <p>Restrooms additionally disinfected mid-day.</p> <p>Air handler's outside air damper opened to allow more outside air into the ventilation system.</p> <p>SC-CTE staff will be trained on proper distancing and safety protocols. Training will be provided via an on-line platform encompassing CDC and Pa. Department of Health guidelines. Guidelines and protocols will be shared with students both on-line and during in person instruction. Materials from both CDC and Pa.</p>	<p>trained on how to appropriately use these products. All spaces occupied by staff and students will be thoroughly cleaned, followed by a disinfection process utilizing a disinfectant that is effective against the coronavirus.</p> <p>All occupied spaces cleaned daily, all staff will participate in cleaning.</p> <p>High touch areas disinfected daily. I.e. desktops, switches, handrails, door handles, etc.</p> <p>Restrooms additionally disinfected mid-day.</p> <p>Air handler's outside air damper opened to allow more outside air into the ventilation system.</p> <p>SC-CTE staff will be trained on proper distancing and safety protocols. Training will be provided via an on-line platform encompassing CDC and Pa. Department of Health</p>		



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	<p><a href="#">and-Children</a>            CDC Communication Resources:  <a href="https://www.cdc.gov/coronavirus/2019-ncov/communication/index.html">https://www.cdc.gov/coronavirus/2019-ncov/communication/index.html</a></p>	<p>Department of Health will be displayed in classrooms, offices and public spaces.</p> <p><b>Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p> <p>Staff and Students are expected to adhere to hygiene practices set forth by CDC and DOH. Personal Protective equipment will be utilized by staff and in accordance with current CDC and DOH recommendations.</p> <p>Wall mounted hand soap/sanitizer at all sinks.</p> <p>Wall/post mounted sanitizer in common areas.</p> <p>Hand pump sanitizer in all classrooms.</p>	<p>guidelines. Guidelines and protocols will be shared with students both on-line and during in person instruction. Materials from both CDC and Pa. Department of Health will be displayed in classrooms, offices and public spaces.</p> <p><b>Hygiene practices for students and staff including the manner and frequency of handwashing and other best practices</b></p> <p>Staff and Students are expected to adhere to hygiene practices set forth by CDC and DOH. Personal Protective equipment will be utilized by staff and students in accordance with current CDC and DOH recommendations.</p> <p>Wall mounted hand soap/sanitizer at all sinks.</p> <p>Wall/post mounted sanitizer in common areas.            Hand pump sanitizer in all classrooms.</p>		

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<b>Requirements</b> <i>Level of Community Spread (as determined by state and local health officials)</i>	<b>Red Phase</b> (Substantial Spread)  Schools (for in-person instruction) and Most Child Care Facilities Closed	<b>Yellow Phase</b> (Minimal/Moderate Spread)  Schools may provide in-person instruction only in accordance with Department of Education guidance	<b>Green Phase</b> (Low Spread)  Schools may provide in-person instruction only in accordance with Department of Education guidance	<b>Lead Individual and Position</b>	<b>Pd.. Y/N</b>
		<p><b>Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs.</b></p> <p>Signage will be posted at entrances, restrooms, and throughout the facility.</p> <p><b>Limiting the sharing of materials among students</b></p> <p>Items should not be shared between students to reduce the spread of infectious bodily fluids. Items that may need to be shared should be disinfected in accordance with CDC and DOH guidelines after use.</p> <p>Chromebook Carts will be sanitized between AM and PM sessions</p> <p>Avoid sharing other electronic devices, when feasible.</p> <p>Ensure adequate supplies to minimize sharing of high touch</p>	<p><b>Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs.</b></p> <p>Signage will be posted at entrances, bathrooms, and throughout the facility.</p> <p><b>Limiting the sharing of materials among students</b></p> <p>Items should not be shared between students to reduce the spread of infectious bodily fluids. Items that may need to be shared should be disinfected in accordance with CDC and DOH guidelines after use.</p> <p>Chromebook Carts will be sanitized between AM and PM sessions</p> <p>Avoid sharing other electronic devices, when feasible.</p> <p>Ensure adequate supplies to minimize sharing of high touch</p>		

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		materials to the extent possible.  Limit use of supplies and equipment by one group of students at a time and clean and disinfect between uses.	materials to the extent possible.  Limit use of supplies and equipment by one group of students at a time and clean and disinfect between uses.		

**Summary of Responses to Key Questions:**

- How will you ensure the building is cleaned and ready to safely welcome staff and students?
  - *The building had received the summer cleaning and disinfection process which began on June 9, 2020. All spaces occupied by staff and students were thoroughly cleaned, followed by a disinfection process utilizing a disinfectant that is effective against the coronavirus.*
- How will you procure adequate disinfection supplies meeting OSHA and [CDC requirements for COVID-19](#)?
  - *SC-CTE has purchased disinfection supplies through our approved vendors and that meet OSHA/CDC requirements for COVID-19 cleaning and sanitizing.*
- How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?

*As the school year begins, two shifts of maintenance/service employees will clean each assigned space daily. They will also disinfect high touch areas on a daily basis. In addition to the daily cleaning, they will perform a deep cleaning on Tuesday nights/Wednesday while students are working remotely, and Friday nights.*

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- **What protocols will you put in place to clean and disinfect throughout an individual school day?**
  - *SC-CTE has invested in additional disinfectant sprayers, electrostatic sprayers, and no-touch restroom cleaners to quickly disinfect larger areas during the school day and in between sessions. In addition, specific members of the maintenance/service employee staff may be reassigned to work during the school day to maintain cleanliness of the building while the building is occupied. CTE teachers will perform targeted cleaning in their program areas (desks, Chromebooks, door handles, etc.) between morning and afternoon sessions; all other employees will perform targeted cleaning in their assigned work areas.*
- **Which stakeholders will be trained on cleaning, sanitizing, disinfecting, and ventilation protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?**
  - *All Steel Center staff members will receive professional development and training in two ways. They are trained virtually utilizing Global Compliance Network (GCN) and in-person, either one-on-one, or in a small group. All training is documented, and kept on file to verify it has been sufficiently completed.*
  - *Non-custodial staff members will be trained in whom to contact if a suspected case of COVID19 appears, or if contact tracing leads to locations within the SC-CTE campus.*
  - *Training will begin in July 2020 for maintenance/service employee staff and will continue throughout the summer, and/or as more relevant information is provided by the CDC, PA Dept. of Health, W.H.O., or Allegheny County Health Department.*
  - *Measurement and quality control of the cleaning process is documented electronically utilizing Smart Inspect or similar Application on smartphones and tablets. This allows SC-CTE to monitor the quality of the cleaning and disinfection through inspection, report, and performance trending.*

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<b>Transportation of Students</b>	<b>Building is CLOSED except for essential staff.</b>	<b>Adjusting transportation schedules and practices to create social distance between students</b>  Transportation to and from SC-CTE is managed by each member school district. Students are required to wear masks while on the school bus and while entering, and transitioning to their classrooms.  SC-CTE's in house vehicles will be limited in use by staff only. Passengers within SC-CTE van or truck must wear a facemask and social distance, when feasible.  No field trips will be provided.  CDC What bus transit operators need to know about COVID-19: <a href="https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/bus-transit-operator.html">https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/bus-transit-operator.html</a>  CDC Educational Materials:	<b>Adjusting transportation schedules and practices to create social distance between students</b>  Transportation to and from SC-CTE is managed by each member school district. Students are required to wear masks while on the school bus and while entering, and transitioning to their classrooms.  SC-CTE's in house vehicles will be limited in use by staff only. Passengers within SC-CTE van or truck must wear a facemask and social distance, when feasible.  Limit field trips (to areas of limited/low transmission)  CDC What bus transit operators need to know about COVID-19: <a href="https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/bus-transit-operator.html">https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/bus-transit-operator.html</a>	<b>Robin White:</b> Assistant Director/Principal	<b>N</b>

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		<a href="https://www.cdc.gov/nonpharmaceutical-interventions/tools-resources/educational-materials.html">https://www.cdc.gov/nonpharmaceutical-interventions/tools-resources/educational-materials.html</a>	CDC Educational Materials: <a href="https://www.cdc.gov/nonpharmaceutical-interventions/tools-resources/educational-materials.html">https://www.cdc.gov/nonpharmaceutical-interventions/tools-resources/educational-materials.html</a>		
<p><b>Summary of Responses to Key Questions:</b></p> <p><b>How will you adjust student transportation to meet social distancing requirements?</b></p> <ul style="list-style-type: none"> <li>• <b>Transportation to and from SC-CTE is managed by the sending School Districts. Student must wear facemasks while on the school bus traveling to SC-CTE. SC-CTE's in house vehicles will be limited in use by staff only. Passengers within SC-CTE van or truck will wear a facemask and social distance, when feasible</b></li> </ul>					
<b>Entering School Buildings</b>	<p><b>Building is CLOSED except for essential staff.</b></p> <p><b>Only essential staff are required to report in-person to carry out functions that are absolutely necessary. Administration will utilize virtual tools and platforms wherever possible to conduct essential business and keep in-person</b></p>	<p><b>Identifying and restricting non-essential visitors and volunteers</b></p> <p>Visitors and volunteers will be encouraged to utilize electronic communication when possible. Visitors communicate with office staff via intercom before entering the building. If the non-</p>	<p><b>Identifying and restricting non-essential visitors and volunteers</b></p> <p>Visitors and volunteers will be encouraged to utilize electronic communication when possible. Visitors communicate with office staff via intercom before entering the building. If the non-</p>	<p><b>Robin White:</b> Assistant Director/Principal</p> <p><b>Dave Hall:</b> Supervisor of Buildings and Grounds</p>	Y

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	<p><b>reporting to an absolute minimum during school closures.</b></p> <p><b>Only essential staff report to in-person work.</b></p> <p><b>Identify and restrict non-essential visitors and volunteers.</b></p> <p><b>Utilize remote and virtual work.</b></p> <p><b>Determine essential workers as needed.</b></p>	<p>essential visitor can complete their task without entering the building, they will be directed to do so.</p> <p>Physical visitors to SC-CTE must wear a facemask prior to entering the building, answer a COVID19 questionnaire, and follow social distancing guidelines, in addition to signing in.</p> <p>Signage will be posted in hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school specific protocols.</p> <p>Hand sanitizer available to all staff, students, and visitors.</p> <p>Follow protocol for</p>	<p>essential visitor can complete their task without entering the building, they will be directed to do so.</p> <p>Physical visitors to SC-CTE must wear a facemask prior to entering the building, answer a COVID19 questionnaire, and follow social distancing guidelines, in addition to signing in.</p> <p>Signage will be posted in hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school specific protocols.</p> <p>Hand sanitizer available to all staff, students, and visitors.</p> <p>Follow protocol for</p>		

**APPROVAL FORM Reopening Your Pathway to Success**  
**The 2020-2021 Health and Safety Plan for Steel Center**

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		<p>students/staff who feel ill/experience symptoms when they come to school (see SC Decision Tree).</p> <p>Spaced lines marked to enter the building and designate entrance and exit flow paths.</p> <p>Symptomatic or sick staff, students and visitors will not be permitted into the school.</p> <p>Face coverings will be required for all visitors entering the building and while visiting the building. Students are required to wear face masks in high density areas, or while transitioning.</p> <p>Nonessential visitors and volunteer will be restricted</p> <p>SC-CTE student's arrival will occur through the second floor main lobby. Dismissal will occur through the first floor lobby and stairwell exit doors.</p>	<p>students/staff who feel ill/experience symptoms when they come to school see SC Decision Tree).</p> <p>Spaced lines marked to enter the building and designate entrance and exit flow paths.</p> <p>Symptomatic or sick staff, students and visitors will not be permitted into the school.</p> <p>Face coverings will be required for all visitors entering the building and while visiting the building. Students are required to wear face masks in high density areas, or while transitioning.</p> <p>Nonessential visitors and volunteer will be restricted</p> <p>SC-CTE student's arrival will occur through the second floor main lobby. Dismissal will occur through the first floor lobby and stairwell exit doors.</p>		



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		SC-CTE student's dismissal and arrival are staggered to individual school Schools at a time, rather than a group dismissal or arrival.  Limit unnecessary congregations of students and staff.  <b>Materials, Resources and/or Supports Needed.</b>  Coronavirus Information Posters for Entrances.	SC-CTE student's dismissal and arrival are staggered to individual school Schools at a time, rather than a group dismissal or arrival.  Limit unnecessary congregations of students and staff  <b>Materials, Resources and/or Supports Needed.</b>  Coronavirus Information Poster for Entrances.		

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***Summary of Responses to Key Questions:***

***How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?***

- ***Option to implement an A/B schedule to split the number of students within the building at a given time to approximately ½ consistent with or mirroring member school's grouping. This will better allow SC-CTE to implement social distancing.***
- ***Additional common areas will be utilized as learning spaces to further reduce the number of students in a classroom/lab.***
- ***Creating one-way corridors, stairways, etc.***

***What policies and procedures will govern use of other communal spaces within the school building?***

- ***Students gathering in common areas, such as foyers, benches, and school store will be discouraged.***
- ***The amount of students in a restroom will be limited to 50% of its capacity.***

***What visitor and volunteer policies will you implement to mitigate spread?***

- ***Visitors and volunteers will be encouraged to utilize electronic communication when possible. Physical visitors to SC-CTE must wear a facemask prior to entering the building, answer a COVID19 questionnaire, and follow social distancing guidelines, in addition to signing in.***

***Which stakeholders will be trained on social distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?***

- ***All SC-CTE staff will be trained on proper distancing and safety protocols. Training will be provided via an on-line platform encompassing CDC and Pa. Department of Health guidelines. Guidelines and protocols will be shared with students both on-line and during in person instruction. Materials from both CDC and Pa. Department of Health will be displayed in classrooms, offices and public spaces.***

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<b>Serving Food</b>	<b>Building is CLOSED except for essential staff.</b>	<p><u>Any food provided will use “alternative serving models”</u></p> <ul style="list-style-type: none"> <li>• Serving food in appropriate areas including classrooms.</li> <li>• Serving food with:               <ul style="list-style-type: none"> <li>● Spaced serving lines (marked on floors)</li> <li>● Spaced seating (<b>3ft radius when feasible</b>)</li> <li>● Staggered food delivery</li> <li>● Use of pre-packaged boxes or bags only.</li> </ul> </li> </ul> <p>Staff and students to wash hands before and after food consumption.</p> <p>Staff/Servers required to wear face masks/coverings during food preparation and service.</p> <p>Hand sanitizer will be provided for students and staff.</p> <p>Payment terminal is disinfected after each use by student.</p> <p>No sharing of foods and utensils permitted.</p>	<p><u>Any food provided will use “alternative serving models”</u></p> <ul style="list-style-type: none"> <li>• Serving food in appropriate areas including classrooms.</li> <li>• Serving food with:               <ul style="list-style-type: none"> <li>● Spaced serving lines (marked on floors)</li> <li>● Spaced seating (<b>3ft radius when feasible</b>)</li> <li>● Staggered food delivery</li> <li>● Use of pre-packaged boxes or bags only.</li> </ul> </li> </ul> <p>Staff and students to wash hands before and after food consumption.</p> <p>Staff/Servers required to wear face masks/coverings during food preparation and service.</p> <p>Hand sanitizer will be provided for students and staff.</p> <p>Payment terminal is disinfected after each use by student.</p> <p>No sharing of foods and utensils permitted.</p>	<b>Robin White:</b> Assistant Director/Principal	N

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		<p>Spaced lines marked to enter the vending area or food serving lines (to the extent practicable); designate entrances and exit flow paths; stagger use.</p> <p>Cleaning of vending and high-touch surfaces throughout the school day will be conducted as needed.</p> <p>Posters encouraging covering coughs and sneezes, and washing hands often will be placed in lobby in sight of all students and staff.            CDC Educational Materials: <a href="https://www.cdc.gov/nonpharmaceutical-interventions/tools-resources/educational-materials.html">https://www.cdc.gov/nonpharmaceutical-interventions/tools-resources/educational-materials.html</a></p>	<p>Spaced lines marked to enter the vending area or food serving lines (to the extent practicable); designate entrances and exit flow paths; stagger use.</p> <p>Cleaning of vending and high-touch surfaces throughout the school day will be conducted as needed.</p> <p>Posters encouraging covering coughs and sneezes, and washing hands often will be placed in lobby in sight of all students and staff.            CDC Educational Materials: <a href="https://www.cdc.gov/nonpharmaceutical-interventions/tools-resources/educational-materials.html">https://www.cdc.gov/nonpharmaceutical-interventions/tools-resources/educational-materials.html</a></p>		

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<b>Social Distancing and Other Safety Protocols</b>	<b>Building is CLOSED except for essential staff.</b>	<b>Classroom/learning space occupancy (6ft of separation among students and staff, when feasible)</b>  Instructors utilizing larger lab, in addition to classroom space to increase social distancing (when feasible). Students are required to wear masks/facial covering in high density areas, or while transitioning. May be removed only is necessary (ex: To use Welding Helmet)  <b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students.</b>  Member Districts A/B grouping schedules should reduce students per day by approximately 50%.	<b>Classroom/learning space occupancy (6ft of separation among students and staff, when feasible)</b>  Instructors utilizing larger lab, in addition to classroom space to increase social distancing (when feasible). Students are required to wear masks/facial covering in high density areas, or while transitioning. May be removed only is necessary (ex: To use Welding Helmet)  <b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students.</b>  Member Districts A/B grouping schedules should reduce students per day by approximately 50%.	<b>Robin White:</b> Assistant Director/Principal  <b>Dave Hall:</b> Supervisor of Buildings and Grounds	<b>Y</b>

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		<p>In programs with lab space and classroom, students can be socially distanced throughout both areas.</p> <p>Create hallways and stairs for one way travel.</p>	<p>In programs with lab space and classroom, students can be socially distanced throughout both areas.</p> <p>Create hallways and stairs for one way travel.</p>		

**Summary of Responses to Key Questions:**

- **How will classrooms/learning spaces be organized to mitigate spread?**
  - **Classrooms will have desks spaced, removed, or unused to implement six feet of social distancing, when feasible.**
- **How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?**
  - **Implement an A/B schedule to split the number of students within the building at a given time to approximately ½. This will better allow SC-CTE to implement social distancing.**
  - **Additional common areas will be utilized as learning spaces to further reduce the number of students in a classroom/lab.**
  - **Creating one-way corridors, stairways, etc.**
- **What policies and procedures will govern use of other communal spaces within the school building?**
  - **Students are required to wear face masks when in high density area and during class transitions.**
  - **Students gathering in common areas, such as foyers, benches, and school store will be discouraged.**
  - **The amount of students in a restroom will be limited to 50% of its capacity (A/B Model)**
- **How will you utilize outdoor space to help meet social distancing needs?**
  - **SC-CTE will utilize outdoor space only for those programs where their work can be completed outdoors.**

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<ul style="list-style-type: none"> <li>● <b><i>What hygiene routines will be implemented throughout the school day?</i></b> <ul style="list-style-type: none"> <li>● <b><i>Encourage frequent handwashing, second by encouraging use of hand sanitizer in classrooms, and various locations within the building.</i></b></li> <li>● <b><i>Signage throughout the building reminding of hygiene routines.</i></b></li> </ul> </li> <li>● <b><i>How will you adjust student transportation to meet social distancing requirements?</i></b> <ul style="list-style-type: none"> <li>● <b><i>Transportation to and from SC-CTE is managed by the member school districts. Students must wear facemask while on the school busses. SC-CTE in house vehicles will be limited in use by staff only. Passengers within SC-CTE van or truck will wear a facemask and social distance, when feasible.</i></b></li> </ul> </li> <li>● <b><i>What visitor and volunteer policies will you implement to mitigate spread?</i></b> <ul style="list-style-type: none"> <li>● <b><i>Visitors and volunteers will be encouraged to utilize electronic communication when possible. Physical visitors to SC-CTE must wear a facemask prior to entering the building, answer a COVID19 questionnaire, and follow social distancing guidelines, in addition to signing in.</i></b></li> </ul> </li> <li>● <b><i>Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?</i></b> <ul style="list-style-type: none"> <li>● <b><i>SC-CTE has students from grade 10 through 12 only. All students are at a social distance when possible. Students are to wear face masks while on the school bus, in high density areas, and during class transitions.</i></b></li> <li>● <b><i>Any Adult Education Students are to wear face masks while in the classroom. Additional protocols have been developed for Adult Education.</i></b></li> </ul> </li> <li>● <b><i>Which stakeholders will be trained on social distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?</i></b> <ul style="list-style-type: none"> <li>● <b><i>All SC-CTE staff will be trained on proper distancing and safety protocols. Training will be provided via an on-line platform encompassing CDC and Pa. Department of Health guidelines. Guidelines and protocols will be shared with students both online and during in person instruction. Materials from both CDC and Pa. Department of Health will be displayed in classrooms, offices and public spaces.</i></b></li> </ul> </li> </ul>					

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<b>Transitioning in Congregate Settings</b>	<b>Building is CLOSED except for essential staff.</b>	<p>Steel Center has few congregate areas. These areas will be monitored throughout the day to discourage congregation.</p> <p>Stagger arrival and departure.</p> <p>Create hallway directions for one way travel and to limit encounters in hallways.</p> <p>Students utilize common areas as additional learning spaces.</p> <p>Instructors utilizing larger lab, in addition to classroom space to increase social distancing to the greatest extent possible.</p> <p>Students are required to wear masks in high density areas, or while transitioning.</p>	<p>Steel Center has few congregate areas. These areas will be monitored throughout the day to discourage congregation.</p> <p>Stagger arrival and departure.</p> <p>Create hallway directions for one way travel and to limit encounters in hallways.</p> <p>Students utilize common areas as additional learning spaces.</p> <p>Instructors utilizing larger lab, in addition to classroom space to increase social distancing to the greatest extent possible.</p> <p>Students are required to wear masks in high density areas, or while transitioning.</p>	<b>Robin White:</b> Assistant Director/Principal	N



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***Summary of Responses to Key Questions:***

***How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?***

- ***Follow member school district strategies to split the number of students they send within the building at a given time to approximately ½. This will better allow SC-CTE to implement social distancing.***
- ***Additional common areas will be utilized as learning spaces to further reduce the number of students in a classroom/lab.***
- ***Creating one-way corridors, stairways, etc.***

***What policies and procedures will govern use of other communal spaces within the school building?***

- ***Activities that involve serving food, generally will not be held. If needed, students will eat as a small group within their CTE classroom/lab, or assigned area, when applicable***
- ***Students gathering in common areas, such as the second floor main lobby, vending, benches, and will be discouraged.***
- ***The amount of students in a restroom will be limited to 50% of its capacity.***

***How will you utilize outdoor space to help meet social distancing needs?***

- ***SC-CTE will utilize outdoor space only for those programs where their work can be completed outdoors.***

***Which stakeholders will be trained on social distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?***

- ***All SC-CTE staff will be trained on proper distancing and safety protocols. Training will be provided via an on-line platform encompassing CDC and Pa. Department of Health guidelines. Guidelines and protocols will be shared with students both on-line and during in person instruction. Materials from both CDC and Pa. Department of Health will be displayed in classrooms, offices and public spaces***

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<b>Large Group Gatherings</b>	<b>Building is CLOSED except for essential staff.</b>	Gathering of no more than 25 people permitted per Governor's order. Health and safety guidance from the CDC and DOH will be followed.  <u>Preventative measures in place:</u> <ul style="list-style-type: none"> <li>● Abide by the maximum number of people allowed to congregate as defined by the Governor.</li> <li>● Discourage the congregation of students in parking lots and common areas</li> <li>● Stagger the schedule for large group gatherings</li> <li>● Identify and utilize large spaces for social distancing</li> </ul>	Gathering of no more than 250 people permitted per Governors order. Health and safety guidance from the CDC and DOH will be followed.  <u>Preventative measures in place:</u> <ul style="list-style-type: none"> <li>● Abide by the maximum number of people allowed to congregate as defined by the Governor.</li> <li>● Discourage the congregation of students in parking lots and common areas</li> <li>● Stagger the schedule for large group gatherings</li> <li>● Identify and utilize large spaces for social distancing</li> </ul>	<b>Robin White:</b> Assistant Director/Principal	N

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<b>Teaching and Learning</b>	<b>All instruction must be provided via remote learning, whether using digital or non-digital platforms and school entities will adhere to Continuity of Education Plan</b>	Steel Center will provide students two <b>“Lanes”</b> on the Pathway to Success:  <u>Lane One:</u> Hybrid which delivers traditional instruction Monday, Tuesday, Thursday, & Friday based on schedules implemented by member school districts; and will provide remote learning on Wednesdays. This supports Minimal/Moderate Spread by implementing the recommendations outlined in this guidance.  Will balance class numbers as much as possible to ensure maximize social distancing.  Physical interaction will be limited through partner or group work.  6 ft. distance will be established between the teacher’s desk/board and students’ desks, when feasible.	Steel Center will provide students two <b>“Lanes”</b> on the Pathway to Success:  <u>Lane One:</u> Hybrid which delivers traditional instruction Monday, Tuesday, Thursday, & Friday based on schedules implemented by member school districts; and will provide remote learning on Wednesdays. This supports Minimal/Moderate Spread by implementing the recommendations outlined in this guidance.  Will balance class numbers as much as possible to ensure maximize social distancing.  Physical interaction will be limited through partner or group work.  6 ft. distance will be established between the teacher’s desk/board and students’ desks, when feasible.	<b>Robin White:</b> Assistant Director/Principal	Y

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		<p>Utilize large spaces for social distancing.</p> <p>ALL students and staff will wear facial coverings per ACHD &amp; PA-DOH guidance. Steel Center will provide cloth reusable masks and/or plastic face shields.</p> <p>Standard operating procedures will be implemented while taking preventative measures such as: Providing hand sanitizer for students and staff; conducting cleaning of classrooms and high-touch surfaces each day; limiting physical interaction through partner or group work</p> <p><b><u>Lane Two:</u></b> 100% Remote learning is available to meet the needs of students and families that elect. It is an individual decision of each student/family. These students will be provided with the same “theory-based” learning activities and alternative assignments in place of Lab/Shop activities.</p> <p><b><u>ALL</u></b> of our students with the same curriculum taught by their teacher, as well as supportive resources- regardless of which option is selected. Instruction delivered through the “Canvas” learning management system.</p>	<p>Utilize large spaces for social distancing.</p> <p>ALL students and staff will wear facial coverings per ACHD &amp; PA-DOH guidance. Steel Center will provide cloth reusable masks and/or plastic face shields.</p> <p>Standard operating procedures will be implemented while taking preventative measures such as: Providing hand sanitizer for students and staff; conducting cleaning of classrooms and high-touch surfaces each day; limiting physical interaction through partner or group work</p> <p><b><u>Lane Two:</u></b> 100% Remote learning is available to meet the needs of students and families that elect. It is an individual decision of each student/family. These students will be provided with the same “theory-based” learning activities and alternative assignments in place of Lab/Shop activities.</p> <p><b><u>ALL</u></b> of our students with the same curriculum taught by their teacher, as well as supportive resources- regardless of which option is selected. Instruction delivered through the “Canvas” learning management system.</p>		
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		<p>Target interventions and supports:</p> <p>Provide additional instructional supports to: students at-risk of not graduating on time; students with disabilities; students who struggled in the prior distance/remote learning environment (i.e. early grades, English Learners, etc.); other students identified a being behind academically by teachers and parents.</p> <p>Identify essential concepts/skills grade levels and provide access to enrichment.</p> <p>Special education students will be encouraged to continue in person instruction as these students often rely on daily routines and social interactions to address their individual learning needs.</p>	<p>Target interventions and supports:</p> <p>Provide additional instructional supports to: students at-risk of not graduating on time; students with disabilities; students who struggled in the prior distance/remote learning environment (i.e. early grades, English Learners, etc.); other students identified a being behind academically by teachers and parents.</p> <p>Identify essential concepts/skills grade levels and provide access to enrichment.</p> <p>Special education students will be encouraged to continue in person instruction as these students often rely on daily routines and social interactions to address their individual learning needs.</p>		

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		*Special education students that are vulnerable and high risk for illness will be encouraged to select Lane TWO “Remote Learning” as these student’s health can be affected by COVID-19.	*Special education students that are vulnerable and high risk for illness will be encouraged to select Lane TWO “Remote Learning” as these student’s health can be affected by COVID-19.		

**Summary of Responses to Key Questions: How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as supports for social emotional wellness at school and at home?**

- **SC-CTE has begun a strategic implementation of the Canvas Learning Management System. Professional Development strategies began in July and will continue throughout August to educate all teachers about effective use of Canvas. This professional development will continue with additional sessions geared towards support staff, students and parents.**
- **SC-CTE expects to implement its use of Canvas for all students, and is working with our member school districts to ensure all students have access to a device to work on learning materials remotely. The school is purchasing additional web-based and e-learning instructional materials to support CTE programs where the learning was more traditional with paper textbooks. When necessary, accommodations will be provided for students who need printed materials.**
- **The Work-Based Learning Coordinator, and the School Counselor will have access to Canvas and will provide appropriate supports and resources to students using this platform as well as posting the information on the SC-CTE website.**
- **Steel Center is implementing the “Chill Project” through Allegheny Health Network to provide trauma informed mental health services and supports for Steel Center students.**
- **We will continue to use the Learning Facilitators to support students with an IEP.**
- **Instructional Aides will be used to monitor areas of the building when students are engaged in their Canvas courses using remote technology.**

**APPROVAL FORM Reopening Your Pathway to Success**  
**The 2020-2021 Health and Safety Plan for Steel Center**

<b>Requirements</b> <i>Level of Community Spread (as determined by state and local health officials)</i>	<b>Red Phase</b> (Substantial Spread)  Schools (for in-person instruction) and Most Child Care Facilities Closed	<b>Yellow Phase</b> (Minimal/Moderate Spread)  Schools may provide in-person instruction only in accordance with Department of Education guidance	<b>Green Phase</b> (Low Spread)  Schools may provide in-person instruction only in accordance with Department of Education guidance	<b>Lead Individual and Position</b>	<b>Pd.. Y/N</b>
<b>Behavioral Health Supports</b>	<p>Employees have access to a variety of Behavioral Health Supports that may include:</p> <ul style="list-style-type: none"> <li>● Lytle EAP Partners 800-327-7272 <a href="http://www.lytleeap.com">www.lytleeap.com</a></li> <li>● Behavioral health support through Allegheny County Schools Health Insurance Consortium employee benefits plan</li> <li>● Allegheny County mental health and substance abuse concerns: phone 412-350-4457 (all calls including 24-hour emergency service)</li> <li>● Statewide Support &amp;</li> </ul>	<p>Students have access to a variety of Behavioral Health Supports that may include:</p> <ul style="list-style-type: none"> <li>● Coordinated Student Assistance Program through member school district.</li> <li>● Steel Center’s “Chill Project” through Allegheny Health Network/Jefferson Hospital</li> <li>● Allegheny County mental health and substance abuse concerns: phone 412-350-4457 (all calls including 24-hour emergency service)</li> <li>● Statewide Support &amp;</li> </ul>	<p>Students have access to a variety of Behavioral Health Supports that may include:</p> <ul style="list-style-type: none"> <li>● Coordinated Student Assistance Program through member school district.</li> <li>● Steel Center’s “Chill Project” through Allegheny Health Network/Jefferson Hospital</li> <li>● Allegheny County mental health and substance abuse concerns: phone 412-350-4457 (all calls including 24-hour emergency service)</li> <li>● Statewide Support &amp;</li> </ul>	<p><b>Robin White:</b> Assistant Director/Principal</p> <p><b>Shannon Hinkle:</b> School Counselor</p>	Y

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	Referral Helpline: 1-855-284-2494. For TTY, dial 724-631-5600 <ul style="list-style-type: none"> <li>● National Suicide Prevention Lifeline: 800-273-TALK (8255)</li> <li>● Nacional de Prevención del Suicidio: 888-628-9454</li> <li>● Crisis Text Line: Text “PA” to 741-741</li> <li>● Safe2Say: 1-844-723-2729 or <a href="http://www.safe2saypa.org">www.safe2saypa.org</a></li> <li>● Veteran Crisis Line: 800-273-TALK (8255)</li> <li>● Disaster Distress Helpline: 800-985-5990</li> <li>● Get Help Now Hotline (for substance use disorders) 800-662-4357</li> <li>● Pennsylvania Sexual Assault Helpline – 888-772-7227</li> <li>● National Domestic Violence Helpline – 800-799-7233</li> </ul>	Referral Helpline: 1-855-284-2494. For TTY, dial 724-631-5600 <ul style="list-style-type: none"> <li>● National Suicide Prevention Lifeline: 800-273-TALK (8255)</li> <li>● Nacional de Prevención del Suicidio: 888-628-9454</li> <li>● Crisis Text Line: Text “PA” to 741-741</li> <li>● Safe2Say: 1-844-723-2729 or <a href="http://www.safe2saypa.org">www.safe2saypa.org</a></li> <li>● Veteran Crisis Line: 800-273-TALK (8255)</li> <li>● Disaster Distress Helpline: 800-985-5990</li> <li>● Get Help Now Hotline (for substance use disorders) 800-662-4357</li> <li>● Pennsylvania Sexual Assault Helpline – 888-772-7227</li> <li>● National Domestic Violence Helpline – 800-799-7233</li> </ul>	Referral Helpline: 1-855-284-2494. For TTY, dial 724-631-5600 <ul style="list-style-type: none"> <li>● National Suicide Prevention Lifeline: 800-273-TALK (8255)</li> <li>● Nacional de Prevención del Suicidio: 888-628-9454</li> <li>● Crisis Text Line: Text “PA” to 741-741</li> <li>● Safe2Say: 1-844-723-2729 or <a href="http://www.safe2saypa.org">www.safe2saypa.org</a></li> <li>● Veteran Crisis Line: 800-273-TALK (8255)</li> <li>● Disaster Distress Helpline: 800-985-5990</li> <li>● Get Help Now Hotline (for substance use disorders) 800-662-4357</li> <li>● Pennsylvania Sexual Assault Helpline – 888-772-7227</li> <li>● National Domestic Violence Helpline – 800-799-7233</li> </ul>		



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<b>Protecting Students and Staff at High Risk for Severe Illness</b>	<b>School buildings are closed</b>  <b>Only essential staff</b>  <b>All staff must wear face masks</b>	<b>Protecting students and staff at higher risk for severe illness</b>  “High School or Secondary” Students must wear a mask in the building and while transitioning, or additional appropriate PPE.  Higher risk staff/adults learners must wear a mask at all-times within the building, and they may also wear additional appropriate PPE.  <b>Use of face coverings by all staff.</b>  Under Yellow and Green Phase all Staff must wear a face mask while within the building. Students must wear a mask in high density areas, or while transitioning, or additional appropriate PPE.	<b>Protecting students and staff at higher risk for severe illness</b>  “High School or Secondary” Students must wear a mask in the building and while transitioning, or additional appropriate PPE.  Higher risk staff/adults learners must wear a mask at all-times within the building, and they may also wear additional appropriate PPE.  <b>Use of face coverings by all staff.</b>  Under Yellow and Green Phase all Staff must wear a face mask while within the building. Students must wear a mask in high density areas, or while transitioning, or additional appropriate PPE.	<b>Robin White:</b> Assistant Director/Principal  <b>Dave Hall:</b> Supervisor of Buildings and Grounds	Y

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		<p><b>Use of face coverings by older students</b></p> <p>Adult learners must wear a mask at all-times within the building, and they may also wear additional appropriate PPE.</p> <p><b>Unique safety protocols for students with complex needs or other vulnerable individuals.</b></p> <p>Staff will work with individuals, the IEP team, or the health planning team.</p> <p><b>Strategic deployment of staff</b></p> <p>Facial Coverings will be distributed by CTE teachers and also available daily to SC-CTE staff within the Main Lobby or Admin Office.</p> <p><b>Materials, Resources and/or Supports Needed</b>  <a href="https://www.governor.pa.gov/covid-19/business-guidance/">https://www.governor.pa.gov/covid-19/business-guidance/</a> </p>	<p><b>Use of face coverings by older students</b></p> <p>Adult learners must wear a mask at all-times within the building, and they may also wear additional appropriate PPE.</p> <p><b>Unique safety protocols for students with complex needs or other vulnerable individuals.</b></p> <p>Staff will work with individuals, the IEP team, or the health planning team.</p> <p><b>Strategic deployment of staff</b></p> <p>Facial Coverings will be distributed by CTE teachers and also available daily to SC-CTE staff within the Main Lobby or Admin Office.</p> <p><b>Materials, Resources and/or Supports Needed</b>  <a href="https://www.governor.pa.gov/covid-19/business-guidance/">https://www.governor.pa.gov/covid-19/business-guidance/</a> </p>		

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<p><b>Summary of Responses to Key Questions:</b></p> <p><b>What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?</b></p> <ul style="list-style-type: none"> <li>Under Yellow and Green Phase all Students and Staff must wear a face mask while within the building. Students must wear a mask in all areas, and while transitioning, or additional appropriate PPE. Adult Education . <b>Face shields are an option, and are encouraged to be worn WITH a face mask unless it is otherwise unsafe (ex: glasses fog up while using power tools).</b></li> </ul> <p><b>What special protocols will you implement to protect students and staff at higher risk for severe illness?</b></p> <p>Students must wear a mask in all areas and while transitioning</p> <p><b>How will you ensure enough substitute teachers are prepared in the event of staff illness?</b></p> <ul style="list-style-type: none"> <li><b>Recruit new substitute teachers via all outlets to maintain and adequate number to facilitate any absences</b></li> </ul>					
<b>When a Student, Staff Member, or Visitor Becomes Sick at School</b>	<b>Monitoring students and staff for symptoms and history of exposure</b>  Parents will conduct symptom check each morning and will not to send students to school if they are exhibiting symptoms. Staff is	<b>Monitoring students and staff for symptoms and history of exposure</b>  Parents will conduct symptom check each morning and will not to send students to school if they are exhibiting symptoms. Staff is	<b>Monitoring students and staff for symptoms and history of exposure</b>  Parents will conduct symptom check each morning and will not to send students to school if they are exhibiting symptoms. Staff is	<b>Kevin Rice:</b> Executive Director  <b>Robin White:</b> Assistant Director/Principal  <b>Elaine Frombach:</b> Admin	Y

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	<p>required to notify a supervisor if they are experiencing systems, or have come in contact with someone with COVID19. If a student exhibits symptoms while at SC-CTE they are to notify their teacher to contact the SC-CTE Main Office. The SC-CTE Main Office will arrange to escort the student to the quarantine area.</p> <p>Educate staff and students on the signs and symptoms of COVID-19.</p> <p><b>Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b></p> <p>Health Team will utilize a 2nd location to separate possible COVID patients from other medical related needs.</p> <p><b>Returning isolated or quarantined staff, students, or school visitors to school</b></p>	<p>required to notify a supervisor if they are experiencing systems, or have come in contact with someone with COVID19. If a student exhibits symptoms while at SC-CTE they are to notify their teacher to contact the SC-CTE Main Office. The SC-CTE Main Office will arrange to escort the student to the quarantine area.</p> <p>Educate staff and students on the signs and symptoms of COVID-19.</p> <p><b>Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b></p> <p>Health Team will utilize a 2nd location to separate possible COVID patients from other medical related needs.</p> <p><b>Returning isolated or quarantined staff, students, or school visitors to school</b></p>	<p>required to notify a supervisor if they are experiencing systems, or have come in contact with someone with COVID19. If a student exhibits symptoms while at SC-CTE they are to notify their teacher to contact the SC-CTE Main Office. The SC-CTE Main Office will arrange to escort the student to the quarantine area.</p> <p>Educate staff and students on the signs and symptoms of COVID-19.</p> <p><b>Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b></p> <p>Health Team will utilize a 2nd location to separate possible COVID patients from other medical related needs.</p> <p><b>Returning isolated or quarantined staff, students, or school visitors to school</b></p>		

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	<p>Follow ACHD, PA-DOH, and CDC guidelines</p> <p><b>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</b></p> <p>Any situation requiring a change in SC-CTE's Health and Safety Plan will be communicated with a mailed letter, Blackboard Connect message, Steel Center's social media pages, and a website notification.</p>	<p>Follow ACHD, PA-DOH, and CDC guidelines</p> <p><b>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</b></p> <p>Any situation requiring a change in SC-CTE's Health and Safety Plan will be communicated with a mailed letter, Blackboard Connect message, Steel Center's social media pages, and a website notification.</p>	<p>Follow ACHD, PA-DOH, and CDC guidelines</p> <p><b>Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols</b></p> <p>Any situation requiring a change in SC-CTE's Health and Safety Plan will be communicated with a mailed letter, Blackboard Connect message, Steel Center's social media pages, and a website notification.</p>		
<p><b>Summary of Responses to Key Questions:</b></p> <p><b>How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?</b></p> <ul style="list-style-type: none"> <li><b>Parents will conduct symptom check each morning and will not to send students to school if they are exhibiting symptoms. Staff is required to notify a supervisor if they are experiencing systems, or have come in contact with someone with COVID19. If a student exhibits symptoms while at SC-CTE they are to notify their teacher to contact the Steel Center Main Office.</b></li> </ul>					

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<ul style="list-style-type: none"> <li>● <b>Educate staff and students on the signs and symptoms of COVID-19.</b></li> <li>● <b>Notify local, state, and federal governmental agencies as required.</b></li> </ul> <p><b>Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?</b></p> <ul style="list-style-type: none"> <li>● <b>Parents are to monitor their child for symptoms before getting on the school bus.</b></li> </ul> <p><b>What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?</b></p> <ul style="list-style-type: none"> <li>● <b>Will follow decision tree developed by Allegheny Intermediate Unit and reviewed by the Allegheny Health Department.</b></li> <li>● <b>If a student or staff member has symptoms of COVID-19 they would be taken to a quarantine room staffed by SC-CTE Health Team member to monitor and assess their symptoms.</b></li> </ul> <p><b>Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?</b></p> <ul style="list-style-type: none"> <li>● <b>Administration and Pandemic Team.</b></li> </ul> <p><b>What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to uncomfortable to return?</b></p> <ul style="list-style-type: none"> <li>● <b>Will follow decision tree developed by Allegheny Intermediate Unit and reviewed by the Allegheny Health Department.</b></li> <li>● <b>Follow the CDC Guidelines.</b></li> </ul> <p><b>How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?</b></p> <ul style="list-style-type: none"> <li>● <b>Both Steel Center and our member school districts will conducted surveys to collect feedback from families. Each School will send the students based on their Health and Safety Plans. Student electing not to return to on-site learning will inform Steel Center that they wish to participate in 100% remote learning using SC-CTE Canvas,</b></li> </ul>					

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***When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?***

- Any situation requiring a change in SC-CTE’s Health and Safety Plan will be communicated with a mailed letter, Blackboard Connect message, Steel Center’s social media pages, and a website notification.***

***Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?***

- Administration, Instructional Staff, & Support Staff.***
- Training will be implemented in small groups and/or virtually to avoid large group activity.***
- The Pandemic Team will continue to monitor staff for compliance and offer additional training if needed.***

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**Health and Safety Plan Professional Development**

*The success of our plan for a healthy and safe reopening requires all stakeholders to be prepared with the necessary knowledge and skills to implement the plan as intended. Professional learning plans is documented with the following components listed in the table below:*

Topic	Audience	Lead Person and Position	Session Format	Materials, Resources, and/or Supports Needed	Start Date	Completion Date
<b>COVID-19 Awareness</b>	All Staff	<b>Robin White:</b> Assistant Director /Principal	web-based	CDC produced videos and supplemental materials	8/1/2020	8/27/2020
<b>COVID-19: CDC Guidelines for Wearing Cloth Face Coverings</b>	All Staff	<b>Robin White:</b> Assistant Director /Principal	web-based	Global Compliance Network (GCN)	8/1/2020	8/27/2020
<b>Coronavirus: Workplace Cleaning and Disinfecting</b>	All Staff	<b>Dave Hall:</b> Supervisor of Buildings & Grounds	Face-to-Face and Video	Steratore Supply: Brad Langerman	8/1/2020	8/27/2020
<b>COVID-19: How to Wear A Mask (OSHA)</b>	All Staff	<b>Robin White:</b> Assistant Director /Principal	web-based	Global Compliance Network (GCN)	8/1/2020	8/27/2020
<b>COVID-19: Proper Handwashing (CDC)</b>	All Staff	<b>Robin White:</b> Assistant Director /Principal	web-based	Global Compliance Network (GCN)	8/1/2020	8/27/2020
<b>CANVAS LMS Training</b>	Instructional Staff	<b>Robin White:</b> Assistant Director /Principal	web-based and in-person	Canvas Implementation Team	8/1/2020	8/27/2020 (ongoing)



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**Health and Safety Plan Summary**

Anticipated Launch Date: August 1, 2020

**Facilities Cleaning, Sanitizing, Disinfecting and Ventilation**

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</b></p>	<p>Cleaning, sanitizing, disinfecting will be performed in accordance with current CDC, and DOH guidelines. EPA approved products will be used in accordance with labeling requirements and staff will be trained on how to appropriately use these products.</p> <p>All occupied spaces cleaned daily.</p> <p>High touch area disinfected daily. I.e. desktops, switches, handrails, door handles, etc.</p> <p>Chromebooks cleaned/sanitized mid-day</p> <p>Tool Rooms and Restrooms additionally disinfected mid-day.</p> <p>Air handler's O.A.D.'s opened to allow more outside air into the ventilation system</p>

**Social Distancing and Other Safety Protocols**

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Classroom and Lab/Shop learning spaces occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</b></p>	<p>Hybrid Schedule when feasible Limiting desks/spacing Utilize flex learning areas</p>

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<p><b>* Restricting the use of the Main Lobby and other congregate settings, and serving food in alternate settings such as classrooms</b></p> <p><b>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</b></p> <p><b>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</b></p> <p><b>Limiting the sharing of materials among students</b></p> <p><b>Staggering the use of communal spaces and hallways</b></p> <p><b>Adjusting transportation schedules and practices to create social distance between students</b></p> <p><b>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</b></p>	<p>Students eat in classroom and other socially distant spaces.</p> <p>Encourage increased hand washing Distribute hand sanitizer and wall mounted sanitizer</p> <p>Post signs, floor decals, and electronic communication, to educate and increase awareness.</p> <p>Ensure adequate supplies to minimize sharing of high touch materials to the extent possible. Limit use of supplies and equipment by one group of students at a time and clean and disinfect between uses.</p> <p>Member district Hybrid schedules to reduce students per day by approximately 50% Staggered arrival and dismissal times</p> <p>Parents and children will enter and exit through a specific door and not enter SC-CTE student spaces.</p>
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**Monitoring Student and Staff Health**

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Monitoring students and staff for symptoms and history of exposure</b></p> <p><b>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</b></p> <p><b>* Returning isolated or quarantined staff, students, or visitors to school</b></p> <p><b>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</b></p>	<p>Parents agree not to send students to school if they are exhibiting symptoms. Staff is required to notify a supervisor if they are experiencing symptoms, or have come in contact with someone with COVID19.</p> <p>If a student exhibits symptoms while at SC-CTE they are to notify their teacher to contact the Main Office.</p> <p>Educate staff and students on the signs and symptoms of COVID-19.</p> <p>Health Team will utilize a 2nd location to separate possible COVID patients from other medical related needs.</p> <p>Follow CDC Guidelines</p> <p>Any situation requiring a change in SC-CTE’s Health and Safety Plan will be communicated with a mailed letter, Blackboard Connect alert, Steel Center social media, and a website notification.</p>

**Other Considerations for Students and Staff**

Requirement(s)	Strategies, Policies and Procedures
<p><b>* Protecting students and staff at higher risk for severe illness</b></p>	<p>Students and Staff must wear facial covering</p> <p>Students are to wear a facial covering while on the school bus, in all areas, and while transitioning classes.</p> <p>All staff must wear facial coverings, SC-CTE will provide all employees with masks and/or face shields. Face shields are an</p>

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<p><b>* Use of face coverings (masks or face shields) by all students staff</b></p>	<p>option, but they must be worn WITH a face mask.</p>
<p><b>* Use of face coverings (masks or face shields) by older students (as appropriate)</b></p>	<p>“High School or Secondary” Students are to wear a face mask while on the school bus, in high density areas, and while transitioning classes. Higher risk staff/adults learners must wear a mask at all-times within the building, and they may also wear additional appropriate PPE.</p>
<p><b>Unique safety protocols for students with complex needs or other vulnerable individuals</b></p>	<p>Staff will work with individuals, the IEP team, or the health planning team.</p>
<p><b>Strategic deployment of staff</b></p>	<p>Face masks will be available daily to LCTI staff within the Main Foyer or the Nurse’s Office.</p>

**End of Health and Safety Plan Summary**

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**Health and Safety Plan Communications**

*Timely and effective family and caregiver communication about health and safety protocols and schedules is critical. Steel Center will be particularly mindful that frequent communications are accessible in non-English languages when needed and to all caregivers (this is particularly important for children residing with grandparents or other kin or foster caregivers). Additionally, Steel Center will establish and maintain ongoing communication with member school districts, Allegheny County Health department, and other local and state authorities to determine current mitigation levels in our community. Health and Safety Plan Communications is documented with the following components listed in the table below:*

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Reopening "Snapshot"	Staff, Board, and Superintendents	Kevin Rice, Executive Director	Email and regular mail	7/20/20	7/31/20
Reopening your Pathway to Success letter + flyer	Students/Families, Staff, Board, and Superintendents	Kevin Rice, Executive Director	Email, regular mail, website, social media	7/30/20	7/31/20
Reopening your Pathway to Success Presentation	Students/Families, Staff, Board, and Superintendents	Kevin Rice, Executive Director	Livestream, email, regular mail, website, social media	8/4/20	8/27/20
Health and Safety Plan Document	Students/Families, Staff, Board, and Superintendents	Kevin Rice, Executive Director	Email, regular mail, website, social media	8/5/20	8/31/20

## **APPROVAL FORM Reopening Your Pathway to Success**

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#### **RESOURCES:**

- CDC Considerations for Schools: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>
- CDC the Schools Decision Tree: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/Schools-Decision-Tree.pdf>
- CDC the Interim Guidance for Schools and Day Camps: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/php/CDC-Activities-Initiatives-for-COVID-19-Response.pdf#page=46>
- Process to Reopen Pennsylvania: <https://www.governor.pa.gov/process-to-reopen-pennsylvania/>
- CDC People Who Need Extra Precautions: <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html>
- CDC Print Resources: <https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc>
- CDC Considerations for Youth Sports: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/youth-sports.html>
- PA Guidance for Businesses Permitted to Operate During the COVID-19 Disaster Emergency to Ensure the Safety and Health of Employees and the Public: <https://www.governor.pa.gov/wp-content/uploads/2020/06/20200504-COVID-19-Business-Guidance.pdf>
- DOH Guidance on Home Isolation or Quarantine and Returning to Work: <https://www.health.pa.gov/topics/Documents/Diseases%20and%20Conditions/Quarantine-Isolation%20Work%20Guidance.pdf>
- CDC Important Information About Your Cloth Face Coverings: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/cloth-face-coverings-information.pdf>
- Guidance on Homemade Masks During COVID-19: <https://www.health.pa.gov/topics/Documents/Diseases%20and%20Conditions/Homemade%20Mask%20Guidance.pdf>
- PA COVID-19 PPE and Supplies Business-2-Business Interchange Directory: <https://dced.pa.gov/pa-covid-19-medical-supply-portals/pennsylvania-covid-19-ppe-supplies-business-2-business-b2b-interchange-directory/>
- CDC How to clean and disinfect: <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>
- PA Governor's Orders July 15, 2020 <https://www.governor.pa.gov/wp-content/uploads/2020/07/20200715-SOH-targeted-mitigation-order.pdf>
- Allegheny County Health Department order to stem the spread of the coronavirus July 17, 2020 [https://www.alleghenycounty.us/uploadedFiles/Allegheny\\_Home/Health\\_Department/Resources/COVID-19/Docs/071720\\_Order%20of%20the%20Director%20of%20ACHD%20to%20Help%20Prevent%20the%20Spread%20of%20COVID-19.pdf](https://www.alleghenycounty.us/uploadedFiles/Allegheny_Home/Health_Department/Resources/COVID-19/Docs/071720_Order%20of%20the%20Director%20of%20ACHD%20to%20Help%20Prevent%20the%20Spread%20of%20COVID-19.pdf)

**APPROVAL FORM Reopening Your Pathway to Success  
The 2020-2021 Health and Safety Plan for Steel Center**

**Health and Safety Plan Governing Body Affirmation Statement**

The Board of Directors/Joint Operating Committee for **Steel Center for Career and Technical Education** reviewed and approved the Phased School Reopening Health and Safety Plan on **August 11, 2020**.

The plan was approved by a vote of: \_\_\_\_\_

**Yes**     **No**

Affirmed on: **August 11, 2020**

By:

\_\_\_\_\_  
SIGNATURE OF Board (JOC) President

\_\_\_\_\_  
PRINT NAME OF Board (JOC) President

*\*Electronic signatures on this document are acceptable using one of the two methods detailed below.*

*Option A: The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.*

*Option B: If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase needed.*